

## PROCEEDINGS OF THE GREEN BAY WATER COMMISSION

Meeting of the Water Commission held at 8:30 a.m., Monday, April 13, 2015 at the Water Utility office.

Present: Leon R. Engler, Kathryn Hasselblad-Pascale, Lisa M. Bauer Lotto, Douglas J. Martin, John C. Heugel, Nanette M. Nelson. Also present: Alderperson Thomas G. Sladek, General Manager Quirk, Comptroller Mueller, Engineering Services Manager Powell, Distribution Maintenance Manager Pavlik, Filter Plant Water Quality Manager Hardwick, Water Commission Attorney Vande Castle, Recording Secretary Houge, and Patrick Glynn from Carlson/Dettman Consulting, LLC.

Excused: James F. Blumreich.

### Action items

1. The meeting was called to order by Vice-President Hasselblad-Pascale. A motion was made by Nelson, seconded by Martin and unanimously carried to approve the regular Water Commission Meeting Minutes of March 9, 2015.
2. Filter Plant Water Quality Manager Hardwick stated the staff recommends that the Chemical Material Bids be awarded to the lowest bidder in each chemical category. A motion was made by Martin, seconded by Engler and unanimously carried to approve the staff's recommendation.
3. Distribution Maintenance Manager Pavlik stated the staff recommends that the truck Service Body Bids be awarded to the lowest bidder. A motion was made by Martin, seconded by Nelson and unanimously carried to approve the staff's recommendation.
4. Hasselblad-Pascale asked if there were any questions or concerns regarding the proposed revised On-Call Policy and Compensation program. There were no significant concerns. Motion was made by Nelson, seconded by Engler and unanimously carried to approve the revised On-Call Policy and Compensation.

### Discussion Items

5. A motion was made by Hasselblad-Pascale, seconded by Martin and unanimously carried to table this item until the end of the meeting.
6. Quirk stated she met with Utility managers and staff to discuss the 2014-2016 Strategic Plan. Hasselblad-Pascale inquired if Quirk believes this plan will give the Utility the roadmap for

2015-2016 to effectively move forward. Quirk stated she is confident this plan will provide the guidelines needed to direct the Utility through the next two years.

### Information Items

7. Hasselblad-Pascale asked if there were any questions regarding the Efficiency and Operations report. Nelson questioned which trends are causing the most concerns. Quirk stated the change in pumping demands may be one area to monitor closely. Hasselblad-Pascale stated the importance of communication to the public relative to rising costs which may be a result. Heugel stressed the importance of forward thinking required by the Commissioners, and the ability to anticipate the future needs of the community. Quirk commended Comptroller Mueller for his excellence in reporting, the Commissioners concurred.

8. Mueller stated the Financial Report did not show any out-of-the ordinary issues. He commented that the mild winter was an asset to the Utility's budget.

9. General Manager Quirk reported the Wrightstown project continues to move forward. Quirk stated one of the contractors accepted another project and will delay their work on the pipe portion of the project. This will not affect the overall project, as the other contractors will continue to move forward on the building structures. Quirk also stated the unidirectional flushing has begun again for the spring season. We will have two crews working simultaneously on each side of the city.

Water Utility Attorney VandeCastle discussed a judgment brought against the City of Green Bay and the Water Utility. The City contracted the case out to an Appleton law firm. The firm paid both judgments for the City and the Water Utility. Heugel suggested VandeCastle ~~file suit~~ **take appropriate action** to have the judgment cleared from the Utility's name. VandeCastle agreed and stated the judgment must be cleared before further action can be taken.

Quirk revisited the request by Commissioners for closed sessions regarding future audits. Much discussion ensued and it was tabled to be an item on a future agenda.

Quirk stated herself, Hardwick and Powell will begin meeting with the top twelve water customers.

Quirk also stated the seasonal hydrant painting will resume. We will be working in conjunction with other communities in northeast Wisconsin.

Quirk concluded the General Manager's Report that the Utility will participate in the Top100Welcome fitness challenge, along with the City of Green Bay and many other top employers throughout the City. She noted the Utility has a good representation of employees participating. Metering and Customer Service Manager Mahoney, Water Supply Manager Landwehr and System Support Specialist Brunner entered the meeting.

### Discussion Items (resumed)

5. General Manager introduced Patrick Glynn from Carlson/Dettman Consulting, LLC. Carlson/Dettman will be conducting the Utility Salary Study. Glynn provided a Power Point presentation outlining the details of the study.

10. Motion made by Bauer Lotto, seconded by Martin and unanimously carried to adjourn the meeting.

Meeting adjourned at 9:50 a.m.

Respectfully submitted,

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Leon R. Engler, Secretary